

NJDARM SPECIALIZED DOCUMENT IMAGING UNIT

DIGITAL IMAGE REQUIREMENTS FOR 16 MM MICROFILM ARCHIVING

PURPOSE:

This document explains DARM requirements for digital images on CDs/DVDs submitted by clients for 16 mm microfilm production.

File Format	TIFF type 4 — CCITT T6 bi-level encoding
TIFF Page Count	Single Page
Mandatory TIFF Tags	X Resolution — numeric; measured in pixels. TAG #282 Y Resolution — numeric; measured in lines. TAG #283 Compression type — must be: 34461 (0x8765)TAG #259 Image width — numeric; measured in pixels. TAG #257 Image length — numeric; measured in lines. TAG #257
Prohibited TIFF Tags (values in these tags may distort film images)	Bits per sample — TAG #258 Resolution unit — TAG #296 Photometric interpretation — TAG #262 Rows per strip — TAG #278
Orientation & Maximum Image Dimensions	Landscape (portrait images should be rotated 90 degrees clockwise). Letter Sized Documents: 1700 x 2200 pixels (200 dpi) Legal Sized Documents: 1700 x 2800 pixels (200 dpi) 
Color	Black & White
Image File Names	All file names must conform to the Windows NT file naming convention. Long file names up to 255 characters are allowed. File names should be a uniform length for all files. The file extension should be tif.
Folder Structure	CD/DVD should contain folders with a maximum of 2500 files per folder. Folder should not contain any other file type (thumbs.db, etc.).

Note: Depending on the client's system, disaster recovery could be aided by the inclusion of a separator image between documents (barcodes or patch code for example). The specific type of image that may be of help is dependent on the client's method of recovery from film. Contact DARM (609.530.3211) for further information.